



DEPARTMENT OF CORRECTIONS  
STATE OF NEW HAMPSHIRE  
P.O. BOX 1806  
CONCORD 03302-1806

INTRA-DEPARTMENT MEMORANDUM

WILLIAM L. WRENN  
COMMISSIONER

WILLIAM G. McGONAGLE  
ASSISTANT COMMISSIONER

FROM: William G. McGonagle  
Assistant Commissioner  
SUBJECT: Restitution

DATE: Tuesday, March 10, 2009

AT (OFFICE): Office of the Commissioner  
Phone: 271-5601

TO: Wardens of All DOC Facilities, and  
All Inmates in DOC Facilities

**This memo is to inform you that some changes related to how restitution charges are assessed to inmates' accounts through CORIS are planned to apply to all deposits to inmates' account effective June 1, 2009.**

Due to the CORIS changeover DOC has not been taking the usual \$10.00 monthly assessment from inmates' accounts for restitution to victims of crime. One of the primary reasons for this suspension was an on-going discussion related to how best to use the capabilities of CORIS in extracting restitution payments from inmates' accounts. It should not be a surprise that this has proven difficult for victims expecting these restitution payments.

CORIS is designed to take money out of inmate accounts on a percentage basis as opposed to a straight dollar amount. In order to take full advantage of the system's capabilities we are instituting a change from prior practice which charged each inmate owing restitution \$10.00 per month to extracting 10% of deposits made to an inmate's account. There are a few reasons for this.

- First, it allows for a full automation of the process from the initial sentence entry for restitution through to disbursement by Field Services to the victims. This will save many hours of manual work each month by Inmate Accounts and Field Services as well as reduce errors.
- Second, this method allows us to enter the exact amount owed by the inmates and the system will stop taking money once that is paid in full. This prevents overpayments which have been a troublesome circumstance to correct for Inmate Accounts, Field Services and the affected inmates.
- Lastly, this mirrors what offenders are expected to pay once they are released into the community under the supervision of Field Services.

For the few inmates that receive no money other than their inmate pay this will mean a decrease in the amount going to restitution. The vast majority of inmates receive at least \$100 per month from pay and outside sources. For these inmates the 10% will equal approximately \$10.00, meaning that the amount taken from them will change very little. Inmates who are fortunate enough to have deposits of more than \$100 per month through hobbycraft sales or other methods will have proportionately more taken from their account to pay towards their restitution.

Please make arrangements to share this information with inmates at your facilities so they are not caught unaware of the change.